

CONTRACT FILES

ORDER FOR SUPPLIES OR SERVICES						PAGE 1 OF 6
2. PROC INSTRUMENT ID NO (PIIN) F33657-97-D-2008 Mark all packages & papers with this number.		3. CALL ORDER NO 0009	4. DATE OF ORDER* 05 MAY 1997	5. REQUISITION PM/PURCHASE REQUEST PROJECT NO.	6. CERTIFIED FOR NATIONAL DEFENSE UNDER DO-C9 BDC REG 2/DMS REG 1 RATING	
7. ISSUED BY CODE FA8622 ASC/CDS, BLDG 11A 1970 MONAHAN WAY, RM 123 WRIGHT-PATTERSON AFB, OH 45433-7208 BUYER: TOM REASTER, ASC/CDSK (937) 255-5411			8. ADMINISTERED BY CODE S2101A DCMAO BALTIMORE ATTN: CHESAPEAKE 200 TOWSONTOWN BLVD., WEST TOWSON, MD 21204-5299			
9. CONTRACTOR NAME AND ADDRESS CODE 4M057 SMALL BUSINESS ADMINISTRATION WASHINGTON DISTRICT OFFICE P.O. BOX 34500 WASHINGTON DC 20043-4500 SUBCONTRACTOR: H.J. FORD ASSOCIATES, INC 1111 JEFFERSON DAVIS HWY, STE 808 ARLINGTON, VA 22202-3235				10. MAIL INVOICES TO	11. DISCOUNT FOR PROMPT PAYMENT 1ST N % DAYS NET 2ND % DAYS OTHER 3RD % DAYS IF "9" SEE SECT "B"	
12a. PURCHASE OFFICE POINT OF CONTACT AWY/A6F/ATS			13. PAYMENT WILL BE MADE BY CODE SC1030 DFAS - COLUMBUS CENTER DFAS - CO/CHESAPEAKE DIVISION P.O. BOX 182264 COLUMBUS, OH 43218-2264 IF "9" SEE SECT "G"			
12b. RESERVED FOR SERVICE/AGENCY USE						
14. TYPE CONTRACTOR A		15. SECURITY a. CLAS S b. DATE OF DD 264 97Apr16				
16. CONTRACT ADMINISTRATION DATA A. FAST B. CONTRACT C. ABSTRACT D. SPL CONT E. CONT PAY (1) KIND (2) TYPE RECIP ADP PROVISIONS ADMIN 6 9 POINT FUNC LMT			17. RESERVED	18. SVC/AGENCY USE	19. SURV CRIT	
					20. TOTAL AMOUNT \$89,365.73	
21. APPROPRIATION AND ACCOUNTING DATA A. SCTY CLAS B. ACRN C. APPROPRIATION D. LIMIT SUBHEAD E. SUPPLEMENTAL ACCOUNTING CLASSIFICATION F. CPN RECIPIENT DODAAD G. OBLIGATION AMOUNT H. NON-CLIN/ELIN PAYMENT PROV I. SVC AGENCY USE						
22. TYPE OF ORDER	DELIVERY/TASK	NON-DOD CONTRACT NUMBER This order is subject to instructions contained on this side of form only and is issued in accordance with and subject to terms and conditions of above numbered contract, or Non-DOD Contract Number.				
	PURCHASE	REFERENCE YOUR				
FURNISH THE FOLLOWING ON TERMS SPECIFIED HEREIN						
*If quantity accepted by the Government is same as quantity ordered, indicated by X mark. If different, enter actual quantity accepted below quantity ordered and encircle.		23. UNITED STATES OF AMERICA Margaret Garrison BY: NAME OF CONTRACTING/ORDERING OFFICER AND DATE		970430 (YYMMDD)	24. TOTAL	
25. QUANTITY ORDERED HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS STATED		26. SHIP NO	27. D.O.VOUCHER NO	28. DIFFERENCES		
DATE SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	31. PAID BY	29. INITIALS		
35. I CERTIFY THIS AMOUNT IS CORRECT AND PROPER FOR PAYMENT		<input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		32. AMOUNT VERIFIED CORRECT FOR		
SIGNATURE AND TITLE OF CERTIFYING OFFICER				33. CHECK NUMBER		
				34. BILL OF LADING NUMBER		
36. RECEIVED AT	37. RECEIVED BY	38. DATE RECEIVED	39. TOTAL CONTAINERS	40. S/R ACCOUNT NUMBER	41. S/R VOUCHER NUMBER	

1. In accordance with the provisions of the basic contract F33657-97-D-2008, Special Contract Requirements H-013 entitled "Orders" and this delivery order 0009, the contractor shall provide acquisition logistic support in accordance with the attached Statement of Work (SOW) "Acquisition Logistics Support for the Common Avionics Development System Office" dated 4 April 1997 as specified below at a ceiling amount of \$89,365.73.

2. SECTION B

Item No	Supplies/Services	Quantity		Unit Price	
		Purch	Unit	Total	Item Amount
0001	CLIN		1	\$ 68,582.88.	
			LO	\$ 68,582.88.	

noun: ACQUISITION LOGISTICS SUPPORT
acrn: 9 nsn: N
site codes pqa: D acp: D fob: D
pr/mipr data: GALYA977200008
type contract: Y

descriptive data:

A. The contractor shall provide acquisition logistics support in accordance with the attached SOW. This CLIN is for an estimated 1,842 hours and is fully funded.

B. Listed below by prime/team members are the negotiated labor categories and corresponding estimated number of labor hours for each category:

LABOR CATEGORY (HJ Ford)	ESTIMATED HOURS
Project Manager (off-site)	50
Admin Mgmt Assistant (off-site)	120
Project Manager (on-site)	1,672
TOTAL DIRECT LABOR	1,842

C. Funding in the amount of \$68,582.88 is obligated for this item bringing the total amount available and obligated for this item to \$68,582.88. This item is fully funded

000101 Info SubCLIN sec class: U
noun: EGI \$34,291.44
acrn: AA
site codes pqa: D acp: D fob: D
pr/mipr data: GALYA977200008
type contract: Y

<u>Item No</u>	<u>Supplies/Services</u>	<u>Quantity</u> <u>Purch Unit</u>	<u>Unit Price</u> <u>Total Item Amount</u>
000102	Info SubCLIN noun: JHMS \$34,291.44 acrn: AB site codes pqa: D acp: D fob: D pr/mipr data: GALYA977200008 type contract: Y	sec class: U	
0002	CLIN noun: DATA-EXHIBIT A acrn: 9 nsn: N site codes pqa: D acp: D fob: D pr/mipr data: GALYA977200008 type contract: Y <u>descriptive data:</u> The contractor shall provide data in accordance with Contract Data Requirements List (CDRL), DD Form 1423, dated 26 February 97, attached as Exhibit A. The price of this CLIN is included in the price of CLIN 0001 above.	sec class: U 1 LO	NSP NSP
000201	Info SubCLIN noun: EGI NSP acrn: AA site codes pqa: D acp: D fob: D pr/mipr data: GALYA977200008 type contract: Y	sec class: U	
000202	Info SubCLIN noun: JHMS \$NSP acrn: AB site codes pqa: D acp: D fob: D pr/mipr data: GALYA977200008 type contract: Y	sec class: U	
0004	CLIN noun: TRAVEL AND COMPUTER SERVICES acrn: 9 nsn: N site codes pqa: D acp: D fob: D pr/mipr data: GALYA977200008 type contract: S <u>descriptive data:</u> The contractor shall provide Travel/Computer Services required in the performance of CLINs 0001 and 0002 above and pursuant to Special Contract Requirement H-011 of the basic contract entitled "Payment Provisions for Materials/Computer Services/ Travel/Subcontracting". This CLIN is fully funded.	sec class: U 1 LO	\$ 20,782.85 \$ 20,782.85

<u>Item No</u>	<u>Supplies/Services</u>	<u>Quantity</u> <u>Purch Unit</u>	<u>Unit Price</u> <u>Total Item Amount</u>
000401	Info SubCLIN Establish Sec Class: U amount: AA \$10,391.43 acrn: AA site codes pqa: D acp: D fob: d pr/mipr data: GALYA977200008		
000402	Info SubCLIN Establish Sec Class: U amount: AB \$10,391.42 acrn: AB site codes pqa: D acp: D fob: d pr/mipr data: GALYA977200008		

3. SECTION F

<u>Item No</u>	<u>Supplies Schedule Data</u>	<u>Delivery</u> <u>Quantity</u>	<u>Schedule</u> <u>Date</u>
0001	SubCLIN Del Sch Sec Class: U acrn: 9 ship to: U <u>descriptive data:</u> The period of performance shall be for ten months after receipt of order.	1	10 MARO
0002	CLIN Del Sch Sec Class: U acrn: 9 ship to: U <u>descriptive data:</u> Period of performance shall be concurrent with CLIN 0001.	1	ASREQ
0004	CLIN Del Sch Sec Class: U acrn: 9 ship to: U <u>descriptive data:</u> Period of performance shall be concurrent with CLIN 0001.	1	ASREQ

4. SECTION G

ACRN	Acct Class data	Appropriation/Lmt Subhead/CPN Recip DODAAD				Obligation
		Supplemental Accounting Classification				Amount
AA	ACCOUNT					
	UNCLASSIFIED	5773600		F03000		\$44,682.87
		297 4720 652258 286179 592 64201F 503000				

pr/mipr data:
GALYA977200008

descriptive data:
The fund cite appears as follows on the PR:

5773600 297 4720 652258 286179 592 64201F 503000 F03000

AB	ACCOUNT					
	UNCLASSIFIED	5773600		F03000		\$44,682.86
		297 4720 652050 286180 592 64201F 503000				

pr/mipr data:
GALYA977200008

descriptive data:
The fund cite appears as follows on the PR:

5773600 297 4720 652050 286180 592 64201F 503000 F03000

5. SECTION H

a. In accordance with AF FAR Sup 5352.245-9000, Base Support (Jul 1992), base support will be provided by ASC/SMY for the following items:

Office space, office furniture, access to computers and office electronic equipment, i.e. fax, printer, reproduction equipment etc.

b. In accordance with Special Access Requirements/Procedures, Atch 2 of the basic contract, DD 254 dated 16 April 1997 applies to this delivery order.

c. In accordance with Special Contract Requirement 5252-232-9305, "Limitation of Government's Obligation - Time and Materials" the ceiling price of this order for CLIN 0001 is \$68,582.88 of which \$68,582.88 is available and obligated. The amount currently funded will support the effort for 11 months after receipt of order.

6. SECTION I

In accordance with FAR Clause 52.232-22, "Limitation of Funds" (Apr 1984), Section I of the basic contract, the estimated cost of CLIN 0004 is \$20,782.85. The amount presently available and allotted to this cost-reimbursable effort is \$20,782.85. It is contemplated that the funds presently allotted to this SubCLIN will cover the work to be performed for 11 months after receipt of order.

7. SECTION J

<u>Document</u>	<u>Title and Date</u>	<u>No. of Pages</u>
Atch 1	Statement of Work dated 4 April 1997 for Acquisition Logistics Support for the Common Avionics Development System Office	4
Atch 2	DOD Contract Security Classification Specification dated 16 April 1997	5
Exhibit A	Contract Data Requirements List (CDRL) dated 26 February 1997	4

STATEMENT OF WORK

FOR

ACQUISITION LOGISTICS SUPPORT

COMMON AVIONICS DEVELOPMENT SYSTEM OFFICE

04 APR 1997

1.0 PURPOSE

The purpose of this effort is to provide ASC/SMY with assistance in providing acquisition logistics support to each of the Integrated Product Teams (IPTs) within the Development System Manager (DSM) for Common Avionics. These include Joint Helmet Mounted Cueing System (JHMCS) and Embedded GPS/INS (EGI).

2.0 SCOPE

The effort involved with this task order includes the functional element of Acquisition Logistics Support as identified in Paragraphs 3.1.1, 3.1.2, 4.0-4.11.5, 5.2, 5.3, 5.6 and 5.7 of the basic Statement of work (SOW) for acquisition logistics/project management contract support. NO ENGINEERING SUPPORT WILL BE PROVIDED UNDER THIS TASK ORDER BY THE CONTRACTOR.

3.0 RESPONSIBILITIES

The Project Manager Logistics Collocate within the DSM is responsible for the technical liaison, review, approval and final acceptance of efforts accomplished under this task order. The Contractor shall perform the following tasks in accordance with this task order, the SOW and the contract. The task order effort shall begin on the date of contract order award.

3.1 Logistics/Project Management Support

3.1.1 The Contractor shall be required to support ASC/SMY by providing analysis, written reports, recommendations, preparation of logistics planning documents, or performing any related tasks necessary to conduct Integrated Logistics Planning. (DI-MISC-80508/T, SEQ 0004)

3.1.2 The Contractor shall manage sub projects for the government teams by providing supporting documentation and analysis. These findings will be reported according to status report. (DI-MGMT-80368, SEQ 0002).

3.2 Cost Support

3.2.1 The Contractor shall provide costs analyses assistance associated with common avionics systems (e.g. EGI, JHMCS). Analyses may range from development estimated to total acquisition with integration on multiple Air Force aircraft and assorted joint USAF, Navy and US Army aircraft programs (DI-MISC-80508/T, SEQ 0004).

3.3 Logistics Analysis

3.3.1 The Contractor shall conduct operating and support cost studies to support cost/logistics analyses, and management decisions for avionics systems and associated support equipment. The contractor shall define, assemble, and update required input data for analysis or program alternatives, program management decisions, program changes, system modifications, and specific contract provisions to include historical data. The Contractor shall apply modified and unique cost models to estimate and forecast program costs. The Contractor shall produce model outputs, reports, and documented analyses for program management review. (The Contractor shall provide weapon warranty support including, but not limited to: develop and recommend warranty strategy; write, review and coordinate warranty contract clauses and plans; conduct and report on warranty cost-benefit analyses.) The Contractor shall also analyze, recommend, and evaluate logistics reliability tasks necessary to ensure weapon system availability, sustainability, and combat effectiveness. These warranty and logistics reliability activities shall be accomplished prior to and during development/production phases. (DI-MISC-80508/T, SEQ 0004)

3.3.2 The Contractor shall assist in the formulation of program acquisition strategy by reviewing requirements for Life Cycle/Cost/Design to Cost (LCC/DTC) analysis, cost benefit analysis, repair level analysis, logistics support analysis (LSA), Systems and Logistics Integration Capability (SLIC), scheduling and supportability performance characteristics. The government will provide Government Furnished Information (GFI), as required. The Contractor shall write inputs to the LCC/DTC Plan (LCC/DTCP), Acquisition Plan (AP), Integrated Logistics Support Plan (ILSP), Requests for Proposal (RFP), and other program acquisition documents related to operational supportability performance (DI-MISC-80508/T, SEQ 0004)

3.3.3 The Contractor shall provide logistics analysis support, evaluate analysis documents submitted by contractors, evaluate program changes and provide applicable documentation. The Contractor shall also provide program computer data review, entry, and tracking support. (DI-MISC-80508/T, SEQ A0004)

3.4 Acquisition Logistics Information Support

3.4 Acquisition Logistics Information Support

3.4.1 The Contractor shall assist the DSM to input, extract and track logistics related information. This would include the extraction of report information from the Logistic Support Analysis Record (LSAR) data base. This activity will require updates of data bases from inputs provided by the applicable logistics representative assigned to the program office for which the data is being generated. (DI-MISC-80508/T, SEQ 0004).

3.5 Review Participation

3.5.1 The Contractor shall participate in PDR, CDR, ILSMT, and other reviews as necessary to support tasks listed in this task order. This effort shall also include preparation of presentation materials. (DI-ADMIN-81373, SEQ 0001).

3.6 Travel

3.6.1 The Contractor shall travel to contractor plants, USAF bases, or designated areas as required. The Contractor shall submit a trip report after each trip. (DI-MGMT-80368, SEQ 0002).

4.0 REPORTS/DATA AND OTHER DELIVERABLES

4.1 All data/reports and deliverables, including a monthly status report shall be delivered in accordance with the Contract Data Requirements List (CDRL) DD Forms 1423. (DI-ADMIN-80447, SEQ 0003) (DI-MGMT-80368, SEQ 0002) (DI-ADMIN-81373, SEQ 0001), (DI-MISC-80508/T, SEQ 0004).

5.0 GENERAL INFORMATION

5.1 Work Location

Accomplishment of tasks required by this task order will require work at Wright-Patterson AFB, OH, and at various contractor, subcontractor, and Air Force facilities located throughout the continental United States. Administrative support for the managed projects will be available at the government program office.

5.2 Contractor Relationships/Supervision

In interactions and dealings with system contractors and subcontractors, the Contractor shall perform work for investigative purposes only. The Contractor shall not provide direction or otherwise interject into government/system contractor/subcontractor relationships. Contractor personnel shall not be under the direct supervision of Air Force personnel.

5.3 Security

Contractor personnel shall require a SECRET security clearance in order to have access to classified project planning and site location material. Document access will not include information classified higher than SECRET. The Contractor shall comply with all appropriate security regulations in handling classified material.

6.0 COGNIZANT OFFICE

The project management point of contact for this task order is Mr. Paul D. Kube, ASC/SMYA, (937) 255-2900, ext 3862. The project management point of contact for the contract under which this task is issued is Ms. Marjorie Radford, ASC/CDSY, (937) 255-8526.

<div>DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION (The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort)</div>				<div>1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED SECRET b. LEVEL OF SAFEGUARDING REQUIRED N/A</div>			
2. THIS SPECIFICATION IS FOR: (X and complete as applicable)				3. THIS SPECIFICATION IS: (X and complete as applicable)			
a. PRIME CONTRACT NUMBER F33657-97-D-2008/0009 Date 98/04/15		X		a. ORIGINAL (Complete date in all cases)		Date (YYMMDD) 97 04 16	
b. SUBCONTRACT NUMBER				b. REVISED (Supersedes all previous specs)		Revision No. Date (YYMMDD)	
c. SOLICITATION OR OTHER NUMBER		DUE Date (YYMMDD)		c. FINAL (Complete Item 5 in all cases)		Date (YYMMDD)	
4. IS THIS A FOLLOW-ON CONTRACT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: Classified material received or generated under _____ (Preceding Contract Number) is transferred to this follow-on contract							
5. IS THIS A FINAL DD FORM 254? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: In response to the contractor's requested dated _____, retention of the identified classified material is authorized for the period of _____							
6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)							
a. NAME, ADDRESS, AND ZIP CODE H.J. Ford Associates, Inc 1111 Jefferson Davis Hwy Ste 808 Arlington VA 22202-4306			b. CAGE CODE 3X522		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) DIS/Director of Industrial Security 2461 Eisenhower Avenue Alexandria VA 23331-1000		
7. SUBCONTRACTOR							
a. NAME, ADDRESS, AND ZIP CODE N/A			b. CAGE CODE N/A		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) N/A		
8. ACTUAL PERFORMANCE							
a. LOCATION H.J. Ford 2940 Presidential Dr., Ste 250 Fairborn OH 45324			b. CAGE CODE OKJH3		c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) DIS/Director of Industrial Security 1040 Kings Highway Cherry Hill NJ 08034		
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT Acquisition Logistics Support Contract							
10. THIS CONTRACT WILL REQUIRE ACCESS							
		YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:		YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION			X	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY		X	
b. RESTRICTED DATA			X	b. RECEIVE CLASSIFIED DOCUMENTS ONLY			X
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION			X	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL			X
d. FORMERLY RESTRICTED DATA			X	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE			X
e. INTELLIGENCE INFORMATION				e. PERFORM SERVICES ONLY			X
(1) Sensitive Compartmented Information (SCI)			X	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S. PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES			X
(2) Non-SCI		X		g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER			X
f. SPECIAL ACCESS INFORMATION			X	h. REQUIRE A COMSEC ACCOUNT			X
g. NATO INFORMATION			X	i. HAVE TEMPEST REQUIREMENTS			X
h. FOREIGN GOVERNMENT INFORMATION		X		j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS			X
i. LIMITED DISSEMINATION INFORMATION			X	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE			X
j. FOR OFFICIAL USE ONLY INFORMATION		X		l. OTHER (Specify) Notification of Government Security Activity Required.			
k. OTHER (Specify)							

12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate Government authority. Proposed public releases shall be submitted for approval prior to release.

☐ Direct ☒ Through (Specify):

ASC/PA

1865 4th Street, Ste 15

WPAFB, OH 45433-7129

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review.
In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance need for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guidelines/extracts reference herein. Add additional pages as needed to provide complete guidance.)

- The Small Business Administration is the prime contractor on this effort. However, this organization acts only as an intermediary and will not require access to classified information in any form.
- Ref Block 10J: For Official Use Only applies, Ref: See Addendum.
- Ref Block 11a: The contractor will require access to classified data up to and including SECRET in the performance of this task order. Classification, declassification and markings will be in accordance with Executive Order 12958.
- Ref Block 11L. The notification of Government Security Activity and Visitor Group Security Agreement clause applies. See Basic Contract Clause for details.
- Task Order Monitor: Mr. Paul D. Kube, ASC/SMYA (513) 255-2900, ext. 3862.
- ACO address: DCMAO, 7675 Dagget St, Suite 200/300, San Diego, CA 92111-2241 (David Miller)
- Ref Blk 10e(2): General Intelligence Material/Foreign Disclosure applies. See Addendum.
- Basic Contract Monitor: Marjorie J. Radford, ASC/CDSY, (937)255-8526.
- The National Industrial Security Program Operating Manual (NISPOM) Jan 95 applies to this contract.

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.)

☐ Yes ☒ No

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. (If Yes, identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)

☒ Yes ☐ No

ASC/SYSI will maintain security oversight for all non-SAR performance on WPAFB.

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL
Margaret Yarrington

b. TITLE
Contracting Officer

c. TELEPHONE (Include Area Code)
(937)255-7003

d. ADDRESS (Include Zip Code)
ASC/CDSK
Wright Patterson AFB OH 45433

e. SIGNATURE

Margaret Yarrington

ASC/SYSI
COORDINATION
PC-ONLY
16 Apr 97 SM

17. REQUIRED DISTRIBUTION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | a. CONTRACTOR |
| <input type="checkbox"/> | b. SUBCONTRACTOR |
| <input checked="" type="checkbox"/> | c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR |
| <input type="checkbox"/> | d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION |
| <input type="checkbox"/> | e. ADMINISTRATION CONTRACTING OFFICER |
| <input checked="" type="checkbox"/> | f. OTHERS AS NECESSARY |
- ASC/SYSI

USE OF SPECIAL INTELLIGENCE MARKINGS**1. Authorized Control Markings of Intelligence Information****a. "Dissemination and Extraction of Information Controlled by Originator (ORCON)".**

This marking is used only on classified intelligence that clearly identifies or would reasonably permit ready identification of intelligence sources or methods that are particularly susceptible to countermeasures that would nullify or measurably reduce their effectiveness. It is used to enable the originator to maintain continuing knowledge and supervision of the further use of intelligence beyond the original dissemination. This control marking may not be used when an item of information will reasonably be protected by use of any other markings specified herein, or by the application of the "need-to-know" principle and safeguarding procedures of the security classification system.

b. "Not Releasable to Foreign Nationals (NOFORN)"

This control marking is used to identify classified intelligence material that may not be released in any form to foreign governments, foreign nationals, or non-US citizens without permission of the US Government originator, and then only when released in compliance with the National Disclosure Policy.

c. "Authorized for Release to (Name of country(ies)/international organization"

This marking is used to identify classified intelligence material that the US Government Originator has predetermined to be releasable or has been released through established foreign disclosure channels to the indicated country(ies) or organization.

2. Procedures Governing Use of Control Markings

a. Any recipient desiring to use intelligence in a manner contrary to the restrictions established by the control markings set forth above, shall obtain the advanced permission of the originating agency. Such permission applies only to the specific purposes agreed to by the originator and does not automatically apply to all recipients. Originator will ensure that prompt consideration is given to recipients' requests, with particular attention to reviewing and editing if necessary, sanitized or paraphrased versions to derive a text suitable for release subject to lesser or no control markings.

b. The control markings authorized above shall be shown on the title page, front cover, and other applicable pages of documents, incorporated in the text of electrical communications, shown on graphics, and associated (in full or abbreviated form) with data stored or processed in automatic data processing systems. The control markings also shall be indicated by parenthetical use of the markings abbreviations at the beginning or end of the appropriate portions. If the control markings apply to several or all portions, the document may be marked with a statement to this effect rather than marking each portion individually.

c. The control markings in paragraph one (1) shall be individually assigned at the time of preparation of intelligence products and used in conjunction with security classifications and other markings specified by EO 12958 and its implementing ISOO Directive. The markings shall be carried forward to any new format in which the same information is incorporated including oral and visual presentations.

Current Guidance

Implementation of DCID 1/7, 16 Apr 96, Postponed.

GENERAL INTELLIGENCE MATERIAL/FOREIGN DISCLOSURE

1. **Special Requirements for General and Foreign Intelligence Material.** In addition to the requirements and controls for classified material, the Director, Central Intelligence, sets up additional requirements and controls for intelligence in the possession of contractors. The contractor must:

a. Maintain control of all intelligence materials released in his or her custody in accordance with DOD 5220.22-M, the National Industrial Security Program Operating Manual (NISPOM), January 1995, paragraphs 5-200, 201 and 202 for control. Contractors agree that all intelligence material released, all reproductions and other material generated (including reproductions) are the property of the US Government.

b. Maintain control of all reproduced intelligence data in the same manner as the original.

c. Destroy intelligence materials in accordance with approved methods identified in the NISPOM.

d. Restrict access to those individuals with a valid need-to-know who are actually providing services under the contract. Further dissemination to other contractors, subcontractors, or other government agencies and private individuals or organization is prohibited unless authorized in writing by the Contracting Officer's Representative (COR) with prior approval of ASC/NAIC/POA.

e. Not release intelligence data to foreign nationals or immigrant aliens, regardless of their security clearance or contract status, without advance written permission from the COR, Foreign Disclosure Policy Office (ASC/SYSR), and ASC/NAIC/POA.

f. Ensure that each employee having access to intelligence material is fully aware of the special security requirements for this material.

2. **Returning Intelligence to the Air Force.** Contractors must return intelligence data to the COR at the termination or completion of a contract unless the COR has provided written approval for the contractor to retain for an additional two years. If retention is required beyond the two year period, the contractor must again request and receive written retention authority from the COR. If the COR grants retention authority, he or she must provide a copy of the written approval to ASC/NAIC/POA.

3. **Release of Classified and Unclassified Information to Foreign Government and Their Representatives.** Any military activity or defense contractor receiving a request from a foreign government or a representative thereof, for intelligence data about this program, shall forward the request to ASC/SYSR and ASC/NAIC/POA. Information released under Foreign Military Sales (FMS) must comply with the specific USAF disclosure guidance issued for the specific FMS customer.

FOR OFFICIAL USE ONLY

The following procedures will be used to protect FOR OFFICIAL USE ONLY (FOUO) information.

1. **HANDLING:** Access to FOUO material shall be limited to those employees who need the material to do their jobs. The FOR OFFICIAL USE ONLY marking is assigned to information when created by a DOD User Agency. FOR OFFICIAL USE ONLY is not a classification, but requires extra precautions to ensure it is not released to the public.

2. **MARKING:**

a. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any).

b. In a classified document, mark:

- An individual paragraph that contains FOUO, but not classified information, by placing "(FOUO)" at the beginning of the paragraph.

- The top and bottom of each page that has both FOUO and classified information, with the highest security classification of the information on that page.

- "FOUO" at the bottom of each page that has FOUO but not classified..

- If a classified document also contains FOUO information or if the classified material become FOUO when declassified, place the following statement on the bottom of the cover or the first page, under the classification marking: "NOTE: If declassified, review the document to make sure material is not FOUO and not exempt under AFI 37-131 before public release.

c. Mark other records, such as computer print outs, photographs, films, tapes, or slide "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.

d. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.

e. Make sure that documents that transmit FOUO materials call attention to any FOUO attachments.

f. Any FOUO material released to a contractor by a DOD User Agency must have the following statement on the front page or cover: **THIS DOCUMENT CONTAINS INFORMATION EXEMPT FROM MANDATORY DISCLOSURE UNDER THE FREEDOM OF INFORMATION ACT. EXEMPTION(S) _____ APPLY.**

3. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when internal building security is provided. When there is not internal security, locked buildings or rooms usually provide adequate after-hours protection. For additional protection, store FOUO material in locked containers such as file cabinets, desks, or bookcases. Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.

4. **TRANSMISSION:** FOUO material shall be transmitted by the same methods as other UNCLASSIFIED material. Discussion of FOUO material on the telephone is authorized if necessary for performance of the contract. FOUO information may be transmitted over telephone lines in digital form, by telecopies, or by other DSN teletype lines without encryption.

5. **RELEASE:** FOUO information shall not be released outside the contractor's facility except to representatives of the DOD.

6. **DESTRUCTION:** When no longer needed, FOUO information may be disposed of by a method which will preclude its disclosure to unauthorized individuals.

